

Q&A No. 2

**REQUEST FOR PROPOSALS (RFP)
SOLICITATION NO. S00R7400005
REAL ESTATE SERVICES**

The following questions regarding the subject RFP have been submitted. The answers provided by DHCD are intended to clarify the RFP's requirements and ***do not*** constitute an amendment.

Vendor Question	DHCD Answer
1) Is it required that the contractor to have a physical office set up in Baltimore as part the eligibility for this requirement?	No, it is not required that the contractor have an office in Baltimore.
2) Can you disclose how properties will be assigned?	The properties are assigned equally, one to one to each contractor.
3) What is the anticipated volume of work in the first year? How will the volume be determined?	The volume is determined on the amount of properties that are foreclosed on. Last year we sold more than 250 homes. About sixty five percent went to the two realtors and the rest were auctioned.
4) Can the government disclose how task orders will be assigned?	The properties are assigned equally, one to one to each contractor.
5) What kind of time frame is required for inspections, securing and rekeying properties?	Please see time frames as outlined in Section 3.2 Scope of Work – Requirements.
6) Please disclose how many properties are currently vacant?	All properties are vacant.
7) Is there an incumbent on this contract?	Long and Foster, Inc. and Cummings and Company
8) Is it the intention of the government to have a single award of 1 organization service all of the properties as listed?	This contract will be for a single award to one contractor, there is currently another contractor under contract.
9) Must you be licensed prior to proposal submission?	As long as the broker will be licensed at the beginning of the contract they should be ok.
10) Can we use our out of state office addresses for the proposal and if awarded, we will have an office up and running within 30 days of the award?	They can use their out of state address.
11) Will you be providing the updated DHCD preservation expense limits?	Our pricing is more in line with Fannie, however we will provide them to the company selected.
12) The numbering on page 25 and 26 of the RFP Section 3.2 Scope of Work – Requirement is incorrect, please note Section 3.2.1.6, indicates incorrect sub numbering as well as Section 3.2.1.7.	This will not be corrected and is noted.